

June 1, 2004

## Press Release

### All Southern District Judges Now to Require Electronic Case Filing

The United States District Court for the Southern District of New York announced today that beginning June 7, 2004, all District Judges and Magistrate-Judges will assign newly filed civil and criminal cases to the Electronic Case Filing (ECF) system (see effective dates below). With certain limited exceptions, documents filed in ECF cases must be filed electronically and will not be accepted in paper form.

**ECF Judges:**

|             |              |                |             |               |               |             |
|-------------|--------------|----------------|-------------|---------------|---------------|-------------|
| Baer ***    | Castel **    | Griesa **      | Knapp ***   | McMahon *     | Preska *      | Stein *     |
| Batts *     | Cedarbaum*** | Haight **      | Koeltl *    | Motley ***    | Rakoff **     | Swain **    |
| Berman **   | Chin **      | Hellerstein ** | Kram ***    | Mukasey *     | Robinson *    | Sweet *     |
| Briant *    | Conner *     | Holwell **     | Leisure **  | Owen ***      | Sand ***      | Wood **     |
| Buchwald ** | Cote **      | Jones **       | Lynch **    | Patterson *** | Scheindlin ** | All         |
| Carter ***  | Daniels **   | Kaplan *       | Marrero **  | Pauley **     | Sprizzo ***   | Magistrate- |
| Casey **    | Duffy ***    | Keenan **      | McKenna *** | Pollack **    | Stanton ***   | Judges *    |

\* **ECF Wave 1 Judge**, assigning new cases filed on or after December 2, 2003 to the ECF system.

\*\* **ECF Wave 2 Judge**, assigning new cases filed on or after March 1, 2004 to the ECF system.

\*\*\* **ECF Wave 3 Judge**, assigning new cases filed on or after June 7, 2004 to the ECF system.

**Important note on non-ECF cases:** Older cases filed prior to the above dates, as well as Pro Se cases, Habeas Corpus cases, Social Security cases, and Multi-District Litigation will not be electronically filed and should continue to be filed on paper. Do not file documents electronically in cases that are not assigned to the ECF system.

✓ **Learn More About Electronic Case Filing at [www.nysd.uscourts.gov](http://www.nysd.uscourts.gov)**

- ✓ Click on the “[CM-ECF](#)” page for the official ECF filing rules, training information, computer requirements, etc.
- ✓ Attorneys should use the “[Attorney Registration](#)” page to register on-line for a SDNY ECF password (no fee). Your ECF password will be sent to you by email. You must have an ECF password from SDNY District Court to file documents electronically.
- ✓ Sign up now for a SDNY PACER account if you don’t already have one. Call (800) 676-6856, or go to <http://pacer.psc.uscourts.gov>
- ✓ Electronically file documents in ECF cases over the Internet at [ecf.nysd.uscourts.gov](http://ecf.nysd.uscourts.gov)
- ✓ Don’t have a computer or scanner? Bring your ECF password and the paper documents to the courthouse, and you can use our public computers to electronically file your documents. Call the ECF Help Desk for more information.
- ✓ The **ECF Help Desk** is available to answer your ECF questions from 8:30 AM to 7:30 PM at (212) 805-0800, and from 8:30 AM to 5:00 PM at (914) 390-4204, and by email at [help\\_desk@nysd.uscourts.gov](mailto:help_desk@nysd.uscourts.gov)